

DRAFT MINUTES/APPROVED

To: Parks & Recreation Commission Members

From: Eileen Pettit, Assistant Director of Recreation

Re: Parks & Recreation Commission Special Meeting January 27, 2014

Meeting was called to order by Chair, Mary Lou Stamp at 5:27p.m.

I. Attendance:

Commissioners Present: Al Centone, Joe Capucci, Suzanne Lewis, Frank Montagna,
Susan Puzycki, Mary Lou Stamp.

Staff Present: Michael J. Freda, First Selectman
Eileen Pettit, Assistant Director of Recreation
Lynn Sadosky, Director of Public Works
Carla Riccio, Secretary

II. Election of Officers:

First Selectman Michael Freda was present to address three orders of business: entertaining nominations for Chairman, Vice Chairman and Secretary for the Parks and Recreation Commission. Joe Capucci made a motion to nominate Mary Lou Stamp as Chairman, seconded by Frank Montagna. Al Centone made a motion to nominate Frank Montagna as Vice Chairman, seconded by Joe Capucci. Mary Lou Stamp made a motion to nominate Al Centone as Secretary, seconded by Suzanne Lewis. All were in favor of each nomination.

Mary Lou Stamp entertained nominations from the Commission for a member to sit on the Open Space Advisory Committee. Suzanne Lewis made a motion to nominate current seat holder Mary Lou Stamp once again to the Open Space Advisory Committee, seconded by Joe Capucci. All were in favor.

I. Acceptance of Minutes:

Al Centone made a motion to accept the Minutes of November 18, 2013, seconded by Frank Montagna. All were in favor.

III. Correspondence:

Mary Lou Stamp shared an email that Commissioner Michael Pomichter sent earlier that day stating his formal resignation from the Parks and Recreation Commission. He explained that due to a variety of family obligations, he would not be able to dedicate the time to serve on the commission. He thanked Mary Lou and the Commission. Mary Lou regretfully accepted and wished him the best of luck.

Mr. Freda encouraged any interested candidates who wished to serve on the Commission to send their resumes to his office and they would be reviewed at the next Board of Selectmen meeting which will be taking place on February 6, 2014.

Mary Lou mentioned that she had an email from the Sons and Daughters of Italy requesting use of the Town Green on October 12, 2014. She stated that she had followed up with this organization, referring them to Public Works to fill out the appropriate forms to secure this reservation.

IV. Director's Report:

Eileen Pettit, Assistant Director of Recreation

The annual Tree Lighting Ceremony was held on Sunday December 8, 2013. Hundreds of children and their parents enjoyed the festivities, which included face painting, cookie decorating, refreshments, pictures with Santa, a visit by Ronald McDonald and caroling. Mark and Mary Minotti and students from Minotti Music entertained the crowd with a variety of Christmas carols. The day culminated with the lighting of the tree on the Town Green.

Ms. Pettit extended a special thanks to Mark and Mary Minotti for coordinating the entertainment, North Haven Knights of Columbus for providing hot chocolate, coffee and cookies, the North Haven High School Chorus for the caroling on the Green, the staff from Coldwell Banker Real Estate for volunteering their time, and the North Haven Education Foundation for placing luminaries around the Green. Ms. Pettit commented how beautiful the luminaries looked placed around the Green once again this year.

Open basketball for men 18 years of age and older continues on Tuesday and Thursday evenings at Ridge Road Elementary through April 3, 2014 from 6:30-9:30 p.m.

Winter recreation and pool programs have begun.

The Spring brochure is almost completed and will be going to the printers in the next week or two.

The summer employment program continues. Recreation began accepting applications on Monday December 16th. Applications will close at 4:30p.m. on March 14, 2014. At that time they will interview all the new applicants and fill the vacant spots. These positions are for camp counselors.

Planning continues for the Easter event which is scheduled for Saturday April 12, 2014. The event will run from 10:30 a.m. – 12:00 p.m. There will be pictures with the Easter Bunny, Top Hat and Bonnet contests, raffles prizes and entertainment.

Planning for adult softball league is underway. League play will be on Monday, Wednesday and Thursdays. Tuesdays will be used for make ups if needed. Registration begins the first week of March. Play begins April 14th.

Special Olympics Connecticut has again requested North Haven to host a triathlon on Sunday May 4th. As previously mentioned, this is not a traditional triathlon. Each team will have 2 athletes and 1 unified partner. Each will compete in one event and combine scores to get the winning team. The swimming will take place at the pool, the running at the track and cycling in the Middle School Parking lot. There will be opening and closing ceremonies. The date is Sunday May 4th from approximately 1:00 – 3:00pm. Ms. Pettit has reserved the High School for parking, Middle School for cycling, track for running and the pool. Public Works will be assisting again with port-o-lets, trash cans and saw horses.

Planning continues for summer concerts, employment, playgrounds, day camp, Little Rec'ers and sport camps. Summer camps will run June 30th through August 8th. A six week summer program will be offered. Concerts will run 12 weeks beginning June 10th and conclude on August 26th.

Lynn K. Sadosky, Director of Public Works

Grover Wyman (Blakeslee) Park Bike Path Project – The successful contractor, TradeMark Contractors, LLC of Bristol completed its work on November 29, 2013. Public Works plans to install asphalt curbing and the Park's official sign in the Spring 2014. A formal groundbreaking will be held in the Spring to showcase the new Bike Path Project, which will be dedicated to Connor Kusmit. The tentative date for the groundbreaking event will be May 3, 2014, immediately following the Fishing Derby.

Public Works continues to work with Milone and MacBroom on the development of Bid Specifications and Plans for the Playscape Rehabilitation, scheduled to commence this Spring and be completed by Summer.

Public Works along with a local sign vendor replaced the broken Park entrance sign.

Carina/Canna Park – Maisano Brothers of North Branford was the successful bidder for the tennis and basketball courts (only) and completed their work on October 30, 2013.

A Bid Opening for the replacement of the existing swings and installation of a new playscape was held on December 9, 2013. The apparent low bidder has been identified as Creative Recreation of West Hartford and work is expected to commence as soon as weather permits. Creative Recreation has 60-days to complete work.

Recreation and Mill Road ACES Fields – the Department continues to develop Bid specifications for the installation of irrigation systems at the two fields in an effort to better the quality of grass growth at each location and minimize dust issues, as well as condition of play issues brought to its attention. Ultimate plans include the complete refurbishment of the Recreation Field, including irrigation and the installation of an irrigation system only at Mill Road/ACES field. This work if Bid thisSpring, would commence in the Summer of 2014.

The Department had prepared Bid Specifications for the refurbishment of the Practice Football Field adjacent to Vanacore Complex for Bid on October 2, 2013. This Bid included soil testing, new top soils, loam and seed, installation of irrigation, maintenance and protection for one year post construction refurbishment work. Ms. Sadosky indicated that this Bid award was placed “on-hold” due to the proposed construction and staging alternatives related to the Middle School project.

VI. New Business

Review of the Food Vendors letter for the 2014 Summer Concert Series: Mrs. Stamp read the draft of the letter that Ms. Sadosky intends to send to all summer concert vendors from the 2013 concert season. This letter is to inform the vendors of the decision made by the Commission to reduce the total number of food vendors for the 2014 series and the various rationales behind the decision, which ranged from safety issues, lack of space, electrical services and exhaust from the food trucks. The letter identified the

original six food vendors who will be allowed to participate in the 2014 summer concert series. Minor suggested additions were made.

A lengthy discussion among the Commission followed the review of this letter which included space issues for parking, not just for the event attendees, but also for the vendors and their volunteers, those who are handicapped, and the limits of space for the classic cars. While a variety of possible remedies were discussed, at this time the Commission will just move ahead with limiting the food vendors for the upcoming summer concert season. In the meantime, Mrs. Stamp will reach out to Police Chief Tom McLoughlin to elicit some of his suggested feedback.

Votes via email: In light of a recent vote made by the Commission via email, Mary Lou Stamp wished to discuss the protocol of needing to make decisions on requests in between meetings. Mrs. Stamp indicated that if a request arises that cannot wait to be voted on until the next Commission meeting (i.e. requests that may arise over the summer months), then a vote can be conducted via email. If it is a request that recurs every year, then Mrs. Stamp feels that Ms. Pettit and Ms. Sadosky can make their respective decisions accordingly without the Commission vote.

VII. Public Participation.

None.

VII. Adjournment:

Mary Lou Stamp asked for a Motion to Adjourn. Motion made by Joe Capucci, seconded by Al Centone. The meeting was adjourned at 6:29pm.

The next meeting will take place on Monday, March 17, 2014 at 5:30 p.m.